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SPECIAL BULLETIN

O F F I C E O F T R A I N I N G

15 June 1972

To: All Training Officers of the Agency

ACADEMIC PLANNING

The Academic Counseling Service of the Office of Training publishes the items below as a guide to personnel interested in educational scheduling for themselves or their dependents.

For Employees

Planning for fall semester courses at local colleges should begin soon. Catalogs and schedules of classes should be studied to determine courses in which there is an interest either for self-improvement or job-advancement to be taken under self-sponsorship or Agency-sponsorship. The schedule and procedures for obtaining a tuition advance for Agency employees who are being sponsored for part-time academic training at local colleges and universities (Fall Semester 1972) will be found in OTR Special Bulletin [REDACTED] dated 2 June 1972. The Academic Counseling Service will be glad to help with college selection and course determination. 25X1A

For Employees and Dependents

The summer between the Junior and Senior year in High School is the ideal time to visit those colleges to which the student is thinking of applying. This visit is important for it may be a deciding factor in choosing a college. It is imperative, however, that an appointment be made with the admissions office before going to the campus.

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Students who will start their Junior year of High School in September 1972 should be aware of the Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT). This test is administered in October and serves three purposes: gives the student a sampling of the SAT, can be used as a guide in college selection, and is used by the National Merit Corporation as a basis for awarding scholarships.

Parents should bear in mind that the "Parents Confidential Statement" is the document used by many Financial Aids Officers to help them determine an applicant's need for financial assistance in meeting college costs. This document is published by the College Scholarship Service of the College Entrance Examination Board and will be available in High School guidance offices in September 1972 to be used for requesting aid for the 1973-74 academic year.

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For further information or assistance call [REDACTED]

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